**Memorandum**

To: Dr. Judy Pennyman

From: Sylvia Carlos

Eighth grade Mathematics teacher

RE: A virtual school experience for eighth graders in mathematics

As technology continues to evolve in all aspects of a student life, the field of education has finally climbed on board. Many students, parents, and other interested stakeholders have asked, “What took so long? “To keep up with the changing trends that education now offers students, and realizing how students are embracing these changes that education has to offer in the 21st century, I am writing you with this proposal. I want to conduct a project where the traditional classroom is transformed into a virtual classroom for first and second periods.

For two weeks, students from some of the eighth grade mathematics classes will be randomly selected to be a part of the project. The population of participants for this project will be approximately 50 students, with 25 students in first and second periods. These participants will be using the districts’ “black board” system called MY BIG CAMPUS and the mobile unit laptops to complete all given assignments and to communicate to the teacher via email, only if they have any questions. I will be in the classroom at all times serving as a facilitator. Once students have completed their assignment (s), they must post their results on big campus on the given date and time. At the end of the two weeks, students will be asked to type s reflection concerning this project. Their reflection will need to include how they felt about completing assignments on the computer, having to email all communications in writing, and to find out if a virtual school setting is really for them.

Since the mobile laptop cart is housed on the eighth grade hallway, I would just need to collaborate with my co-workers about using them during first and second periods. I need to also consult with the computer lab tech to see if she could make some changes to the schedule for two weeks to accommodate those teachers on the hallway that it will affect. Last but not least, I will inform the parents of this project. If they want to visit the classroom to observe what students are doing and how they are coping, they can. There is great news about this project, it will cost the school $0.00.

The main purpose of this project is to give students that are in the traditional setting a feel of how students in a virtual school setting deal with isolation, no immediate feedback from a teacher concerning the assignments, and dealing with any technological difficulties the student may experience.

**H.A.T.S: *Helping All to Succeed***